

NORTH CAROLINA ARCHAEOLOGICAL COUNCIL
CONSTITUTION

ARTICLE I. NAME AND PURPOSE

A. Name

The name of this organization shall be "North Carolina Archaeological Council."

B. Purposes

1. To provide an opportunity for the professional archaeologists working in North Carolina to share their efforts, information, and knowledge, and to improve and coordinate their professional activities in those matters that are appropriate and for the benefit and advancement of archaeology, especially in North Carolina.
2. To cooperate with and advise other organizations working in related and allied fields for the maximum protection of archaeological resources.
3. To encourage publication of archaeological research and to distribute and disseminate information concerning archaeological matters in North Carolina.
4. To encourage maintenance of the highest standards of academic teaching and research in archaeology and to relate this to the general public.

ARTICLE II. MEMBERSHIP

A. Membership on the Council is open to professional archaeologists residing or working in North Carolina who are approved by vote of the Council. A professional archaeologist is defined as one who holds a graduate degree in Anthropology with specialization in Archaeology, or its equivalent. A professional archaeologist must have either affiliation to an institution, agency, or corporation with interest in the archaeology of the State of North Carolina or be an independent consulting archaeologist or research archaeologist with interest in the archaeology of the State of North Carolina.

B. To become a full member, an individual must fulfill all of the following criteria:

1. The individual must have at least an MA in anthropology or archaeology, or related field.
2. The individual must have recognized research interests in North Carolina.
3. The individual's primary professional application must be the practice or teaching of archaeology or he/she must be otherwise engaged in archaeology in North Carolina.

C. To become an associate member an individual must fall into at least one of the following categories:

1. Be a recognized professional with the ability to supply input to archaeological problems, i.e., be in an allied field.
2. Be an archaeologist with occasional research interests in North Carolina.
3. Be a graduate level student in anthropology or archaeology at a North Carolina college or university.

D. A membership committee shall be established to review all applications for membership, and this committee shall present its recommendations to the full members of the Council for a vote. Member status shall be confirmed by a two-thirds vote of a quorum of members at a duly constituted meeting. Only full members shall have a vote in the affairs of the Council, and be able to hold office in the Council. Both full and associate members of the Council shall receive all Council information and have a voice in Council affairs. Associate members of the Council shall not have a vote. The membership committee shall be able to recommend that a person be accepted as a full member, a person be admitted as an associate member, a person be denied membership, or that all the full members of the Council review the applicant.

E. Membership in the Council will be terminated one month after the Secretary-Treasurer's written notification for non-payment of annual dues.

F. An individual who does not meet criterion B-1 under Article II (MA in anthropology or archaeology, or related field, but meets all other membership criteria, may qualify as a full voting member of the Council after special consideration and approval by both the Council's Membership and Executive Committees. To be considered for this exception, the applicant must demonstrate a lengthy record of progressive employment (minimum of 7 years) and/or experience in professional archaeological research or administration, and demonstrate that his/her experiences and competency are comparable to other professionals with degrees in the field. A request for membership with this exception shall be considered by the Membership Committee, and this committee shall present its recommendation (either acceptance as a Full Member, acceptance as an Associate Member, or denial of membership) to the Executive Committee for consideration. The Executive Committee shall consider the request and present its recommendation (either acceptance as a Full Member, acceptance as an Associate Member, denial of membership, or that all the full members of the Council review the application) along with the recommendation of the Membership Committee, to the full members of the Council for deliberation and a vote. A vote of two-thirds or more of a quorum of Full Members, as specified in D above, is required for approval.

ARTICLE III. MANAGEMENT

A. Between stated meetings, the affairs of the Council shall be managed by the Executive Committee.

B. The Executive Committee shall consist of six (6) members: Chairman of the Council, Vice-Chairman of the Council, Secretary-Treasurer of the Council, and three members elected at large. The State Archaeologist of the North Carolina Office of Archives and History shall serve in an ex-officio capacity to the committee.

ARTICLE IV. MEETINGS

A. The Council will meet at least once a year at a place to be determined by a simple majority vote of the Executive Committee.

B. For conducting official business at Council meetings, a quorum shall consist of the Chairman or member of the Executive Committee designated by the Chairman in his/her stead, and the Council members in attendance. A quorum for the election of members of the Executive Committee shall consist of two-thirds (2/3) of the members present at a regularly scheduled meeting. The same shall apply to constitutional changes.

C. Roberts' Rules of Order will prevail at meetings when a dispute as to procedure arises.

ARTICLE V. BYLAWS

Bylaws consistent with this constitution shall be adopted at the time this constitution is approved and may be amended as provided herein.

ARTICLE VI. AMENDMENTS

Amendments to this constitution shall be proposed to the Council membership in writing not less than ninety (90) days before a meeting and shall be adopted by a two-thirds (2/3) majority of the membership present at a regularly scheduled meeting.

ARTICLE VII. ELECTION OF OFFICERS

A. Nominations for officers of the Council shall be solicited from the membership at each annual meeting. The nominee receiving a simple plurality shall be declared elected and shall assume office at the close of that same regular meeting.

B. The election of officers and terms of office shall be as follows:

1. Chairman, two (2) years
2. At large Members of the Executive Committee, three (3) years. At large Members of the Executive Committee will serve staggered terms with one member being elected every third year.
3. Vice-Chairman, two (2) years
4. Secretary-Treasurer, two (2) years

C. Voting shall be by open ballot.

D. A tie shall be broken by another balloting of the membership.

BYLAWS

ARTICLE I. DUES AND CONTRIBUTIONS

Section 1. Annual dues for membership shall be \$15.00. Any change deemed necessary shall be approved by the Executive Committee and presented to the Council at its annual meeting.

ARTICLE II. BUDGET

Section 1. The Executive Committee shall prepare the annual budget covering the program, expenses, and all other phases of the Council's activities for the forthcoming year. The budget is to be presented to the Council at its annual meeting.

ARTICLE III. DUTIES OF OFFICERS

Section 1. The Chairman of the Council shall assure the accomplishment of all policies established by the Council. The Chairman shall be ex-officio member of all committees and Chairman of the Executive Committee.

Section 2. The Vice chairman shall assume the duties of the Chairman in his/her absence, or at the Chairman's request.

Section 3. The Secretary-Treasurer shall have charge of all records of action by the Council. He/she shall keep records of all meetings of the Council and of the Executive Committee. The Secretary-Treasurer shall keep copies of the constitution and bylaws in his/her notebook at all times for ready reference. He/she shall keep a list of the members of the Council and issue notices of all meetings and handle the general correspondence of the Council. The Secretary-Treasurer shall at the expiration of each year submit to the Chairman a summary of the Council's activities for the year.

Section 4. The Secretary-Treasurer shall have custody of all funds of the Council and shall receive and disburse all moneys in accordance with the policies established by the Council.

a. Expenses not provided for in the budget or changes in the budget shall be incurred or changed only upon approval of the Executive Committee. The Secretary-Treasurer shall keep full and accurate accounts and shall present financial statements as required by the Council. He/she shall turn over to his/her successor all books and financial records and take a listed receipt therefore.

b. All checks shall be signed by the Secretary-Treasurer or by the Chairman.

ARTICLE IV. DUTIES OF COMMITTEES

Section 1. The Executive Committee shall assist the Chairman in carrying out the duties of his office. The Executive Committee shall submit a report at each meeting summarizing its activities since the previous meeting. The Executive Committee shall receive requests from any committee and the Chairman, and annually shall submit a proposed budget to the Council at its annual meeting.

Section 2. The Executive Committee will aid in policy stands to promote comprehensive and effective legislation pertaining to all aspects of archaeology in North Carolina. The Executive Committee shall serve as an advisory group to the Office of Archives and History.

a. The Executive Committee will review and evaluate disputed archaeological contract reports when asked by any of the parties involved. The disputed project will be reviewed by all members of the Executive Committee with the exception of the State Archaeologist and any members of the Executive Committee who are principals. In the event of an impasse, the Executive Committee will seek review by someone with expertise in the particular situation or area under question. The Executive Committee shall advise the principals of the dispute of their evaluation in writing.

b. At the request of any member of the North Carolina Archaeological Council, the Executive Committee shall render an opinion regarding specific National Register Nominations.

Section 3. The Membership Committee shall consist of four members appointed by the Chairman for terms of two years, and they shall be able to serve again on the membership committee only after the lapse of another two years after the end of their original term in office.

Section 4. Other standing committees may be constituted at any annual meeting of the Council by a simple majority of the members. Ad hoc committees may be named as the need arises by the Chairman of the Council.

ARTICLE V. AMENDMENTS

Section 1. The bylaws may be amended by a two-thirds vote of the members of the Council at any meeting of the Council, providing the purpose of the proposed changes has been mailed to all members of the Council at least one week prior to the date of the meeting.

ARTICLE VI. ORGANIZATION AND DISSOLUTION

Section 1. The North Carolina Archaeological Council shall be organized as a non-profit Association. Said Association shall have and issue no capital stock and is not organized for the purpose of profit or gain to the members. No member of the Association shall, under any circumstances, be entitled to receive nor shall receive as dividends, or otherwise, any part whatever of the moneys, income or other property of the Association. In the event of the dissolution of the Association as provided by law, the Council members shall distribute its assets to some institution or organization which, in the opinion of the members, was organized for the purposes and objects for

which this Association was formed and which, in the opinion of the members, will best accomplish the general purposes for which this organization was organized.